



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY CHEMICAL SCHOOL
401 MANSCEN LOOP
FORT LEONARD WOOD, MISSOURI 65473-8926

USA Chemical Corps
Regimental Regulation
No. 672-2

24 January 2006

Chemical Corps Honors Program
Major General William L. Sibert Award Program

1. **PURPOSE.** This regulation establishes the guidelines, standards and procedures for participation in the U.S. Army Chemical School (USACMLS) Major General William L. Sibert Award Program.
2. **APPLICABILITY.** This regulation applies to all elements of the U.S. Army Chemical Corps.
3. **GENERAL.** The Sibert Award gives recognition to the best chemical company in the Active Army, United States Army Reserve and the Army National Guard.
4. **OBJECTIVES.** The objectives of the program are to:
 - a. Provide recognition for excellence in the U.S. Army Chemical Corps.
 - b. Instill pride and reinforce the essential elements of mission readiness, leadership, discipline and organizational excellence in a quality force.
5. **CATEGORIES OF COMPETITION.** The categories of competition are:
 - a. Active U.S. Army Chemical Company. Active Army numbered TO&E chemical company.
 - b. US Army Reserve Chemical Company. Army Reserve numbered TO&E chemical company.
 - c. Army National Guard Chemical Company. National Guard numbered TO&E chemical company.
6. **RESPONSIBILITIES.**
 - a. The USACMLS will:

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(1) Provide policy guidance for development and conduct of the Major General William L. Sibert Award for excellence.

(2) Establish specific standards for evaluation in all categories of the competition.

(3) Plan and announce itinerary for nomination and evaluation of units competing.

(4) Provide a panel of evaluators (field grade officers and command sergeants major and sergeants major) to select the winners for each category of the competition. The winners will be chosen from packets submitted.

(5) Begin the final evaluation phase of the competition on or about the fifth working day of May each year.

(6) Announce the winning units by 15 May each year.

(7) Coordinate and provide a unit streamer and plaque for awarded units.

(8) Provide funds for one representative from each winning unit to attend the awards presentation ceremony conducted during Regimental Week at Fort Leonard Wood, Missouri.

b. MACOMs will:

(1) Conduct competitive evaluations of eligible chemical units. All numbered TO&E chemical companies are eligible.

(2) Select one Active U.S. Army chemical company for participation in the final phase of the competition. MACOMs with a chemical battalion may submit one additional packet per chemical battalion assigned, the additional packet(s) does not necessarily have to come from that battalion(s).

(3) Forward a packet of their nominee containing the information listed in appendix A to Commandant, U.S. Army Chemical School, ATTN: ATZN-CMA-PP, Fort Leonard Wood 65473-8926. Packet must arrive not later than the first working day of May each year.

(4) Provide appropriate recognition and publicity to winning units.

c. U.S. Army Forces Command will also select the top three U.S. Army Reserve units and forward those packets to the address above.

d. Each State will conduct a competitive evaluation of eligible chemical units and forward their top packet to the Commandant, U.S. Army Chemical School, ATTN: Deputy Assistant Commandant for the Army National Guard, Fort Leonard Wood 65473-8926.

e. The USACMLS Deputy Assistant Commandant for the Army National Guard will select the top three Army National Guard units and forward those packets to the Personnel Proponency Office NLT 20 April.

7. GUIDELINES FOR PARTICIPATION AND CONDUCT.

a. Sibert Award packet requirements: See Annex A.

b. Program Timeline:

- (1) O/A 5 April MACOMS selection process begins.
- (2) O/A 15 April States forward their packet to the DAC-NG, USACMLS
- (2) O/A 20 April MACOMs forward packets to the USACMLS.
- (3) O/A 5 May USACMLS board convenes to determine the recipients.
- (4) O/A 10 May USACMLS orders plaques and streamers.
- (4) O/A 15 May the recipients are announced.
- (5) O/A 28 June or during Regimental Week the Award is presented.

b. Presentation of Awards.

(1) Commanders at each level of command are encouraged to present appropriate awards to winners at all levels of competition.

(2) The award for each category of the competition will be a plaque, placement of the unit's name on the master plaque at the USACMLS, and a streamer for the unit guidon.

(3) The Personnel Proponency Office will arrange for the plaque to be presented during Regimental Week at Fort Leonard Wood, Missouri.


c. Funding.

(1) Expenses incurred incident to administering the program within each command are borne by the command concerned.

(2) The USACMLS will provide TDY funds for one representative per winning unit to attend the presentation ceremonies at Fort Leonard Wood, Missouri.

d. Publicity. The PPO, USACMLS will coordinate with the Public Affairs Office to ensure publicity coverage of the awards.

8. **CHANGES.** Recommendations for changes to this regulation should be forwarded to the Commandant, U.S. Army Chemical School, ATTN: ATZN-CMA-PP, Fort Leonard Wood, Missouri 65473-8926.



STANLEY H. LILLIE
Brigadier General, U.S. Army
Chief of Chemical

ANNEX

- A – Sibert Award Packet
- B – Sibert Selection Panel Instructions

DISTRIBUTION:

- 1 each Major Command
- 1 each State
- 1 each Chemical Unit
- 1 each USACMLS

ANNEX A (Sibert Award Packet) to Regimental Regulation 672-2

1. PACKET.

a. Packets will be submitted on CD in MS PowerPoint version 2000 or greater. Provide all back-up documentation in PDF and/or MS Word/PowerPoint format. A paper copy of this packet will be accepted, but is discouraged. A conservative use of pictures is encouraged and only if they enhance the packet or provide a storyboard for unit accomplishments.

b. Each packet will have a cover page signifying the unit. Additionally the packet must contain a memorandum nominating the unit. The memorandum will include the following:

(1) A complete unit designation and address.

(2) The category of competition.

(3) The name, grade, unit address, telephone number (DSN and commercial), and the email address of the point of contact (POC) and an alternate POC. Either the POC or the alternate POC must be a member of the nominated unit.

(4) An authorization for direct communication between the unit and the US Army Chemical School.

c. The packet will contain the following tabs:

2. TAB A – Training.

a. Individual Training.

(1) Army Physical Fitness Test. Indicate the number of Soldiers assigned, the number tested, passed and the unit average.

(2) Weapons Qualification. Indicate the number of Soldiers in the unit, the number qualified, and level of qualification (Expert, Sharpshooter, or Marksman).

(3) Common Task Testing. Indicate the number of Soldiers assigned, the number tested, and the number of first time “go’s.”

b. Collective Training.

a. Provide a copy of the Units Mission Essential Task List (METL)

b. External Evaluations (EXEVALs) . Provide all unit and platoon EXEVAL results to include the number of tasks evaluated, number trained (T), needs practice (P), and untrained (U). A signed copy of the evaluator’s comments **must** accompany the packet.

(1) Can include CTC (Combat Training Center) rotations and Brigade ARTEPS (Army Training and Evaluation Program).

ANNEX A (Sibert Award Packet) to Regimental Regulation 672-2

(2) If a unit deploys to a real-world contingency and is exempted from an EXEVAL for, provide paperwork indicating so.

c. External Support. Provide the number of smoke, reconnaissance, and decontamination missions with the total mandays involved. One Manday is 8 hrs.

Example: # Personnel conducting Mission x Duration of Mission (hrs)/8hrs = # Mandays

20 Personnel x 4 hour Smoke Mission/8 hrs = 10 Mandays

4. TAB B – Maintenance and Safety.

a. Equipment Status: Provide all signed monthly (Active Component) and quarterly (Reserve component) Non-Mission Capable/Backside 2406 reports for the calendar year.

b. Inspections and Awards. Provide Brigade and higher level maintenance inspection results and maintenance awards presented to the unit.

c. Safety Awards. Provide copies of safety awards presented to the unit.

4. TAB C – Organizational Excellence.

a. List and provide brigade and higher, and outside agency individual and unit awards.

b. Provide Soldier/NCO of the QTR/Year, Sergeant Audie Murphy and Sergeant Morales recipients.

c. Other unit awards and decorations received in the last 12 months (attach copies).

d. Brigade Level OIP results. A signed copy of the evaluator's comments **must** accompany the packet.

e. Provide any participation in voluntary community/humanitarian activities

5. TAB D - Narrative Summary. Unit commander addresses training accomplishments, direction of the company, and service to the Nation. Emphasis should be placed on combined arms training events and battle focus. Limit comments to no more than one double-spaced page.

ANNEX B (Sibert Selection Panel Instructions) to Regimental Regulation 672-2

1. **Panel Selection.** Each year, the Chief of Chemical selects a William L. Sibert Award Selection Panel. The Panel will consist of a President (voting member) and 4 – 6 additional panelists (voting members) and a Panel Recorder (non-voting member).
2. **Packet Submission.** Each year, three companies of the Chemical Corps are selected as winners of the William L Sibert Award. This award is emblematic of the best active duty, reserve and nation guard chemical unit. Generally, there will be 4 – 6 active duty packets and 2 – 3 packets from each reserve component. Packets should conform to the guidance presented in Annex A (Sibert Award Packet).
3. **Scoring.** Each packet will be reviewed and scored by the panel members. Scoring will occur in accordance w/ The Sibert Award Grade Sheet (TAB 1). Each voting member should score each packet using the same standard. The maximum possible cumulative point for any given packet is 100 points. The following areas will be accessed and graded for each packet:
 - a. Individual Training. 20 possible points.
 - b. Collective Training. 30 possible points.
 - c. Maintenance and Inspections. 10 possible points.
 - d. Organizational Excellence. 20 possible points.
 - e. Commander's Narrative Summary. 20 possible points

Each area will be scored on a scale from one to ten (one being lowest and ten being highest). After the area is scored, the raw score is multiplied by the weight multiplier. This produces a numeric score for each area that is then subtotaled. See TAB –1 (Sibert Award Grade Sheet).

4. **Sibert Selection.** Once the panel members complete their grade sheet, they will turn them in to the Panel Recorder. The Recorder will compile all data to determine recipients and present the results to the President of the Panel.

5. Miscellaneous.

- a. The panel is an open panel; discussion by each member is encouraged.
- b. The Panel Recorder should brief each individual and allow a set time for discussion before voting commences.
- c. The panel may need to review all packets to get a feel of the nominations before voting commences.

**TAB 1 (Sibert Award Grade Sheet) to ANNEX B (Sibert Selection Panel Instructions) to
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SIBERT AWARD GRADE SHEET

(Evaluation of previous calendar year Unit Accomplishments)

Unit Nominated: _____

Evaluator Name: _____

Date: _____

Evaluation based on a 10-point system 1-4 = Fair, 5-8 = Good, 9-10 = Outstanding

	Remarks	Raw Score	Weight	Total Score
TAB A – Training				
1. Individual Training <ul style="list-style-type: none"> APFT Weapons Qualification Common Task Testing 			x2	
2. Collective Training <ul style="list-style-type: none"> Mission Essential Task List EXEVAL/ARTEP/CTC rotations (CO and PLT) External Support 			x3	
TAB B – Maintenance				
3. Maintenance <ul style="list-style-type: none"> Equipment Status (Backside 2406) Maint Inspections and Awards Safety Award/Streamers 			–	
TAB C – Organizational Excellence				
4. Unit Awards <ul style="list-style-type: none"> BDE and Higher/Outside Agency Individual and Unit Award Soldier/NCO of QTR/Year, Sergeant Audie Murphy, and Sergeant Morales recipients Other Unit Awards and Decorations Brigade OIP Results 			x2	
TAB D – Narrative Summary				
8. Executive Summary by the Commander			x2	
Total Unit Score:				

Evaluator Signature: _____